



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

**\*REVISED 01-25-2015**

**"Jefferson County: Responsible government  
advancing quality of life"**

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

## MEMORANDUM

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** January 21 2016

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of January 25, 2016

January 25, 2016 Monday	Planning and Zoning Committee	8:30 a.m.	Jefferson County Courthouse Rm 203
January 26, 2016 Tuesday	*Human Resources Committee (Agenda Revised)	8:30 a.m.	Jefferson County Courthouse Rm 112
	Nutrition Project Council	2:00 p.m.	Workforce Development 874 Collins, Rm 103, Jefferson
January 27, 2016 Wednesday	*Administration and Rules Committee (Agenda Revised)	8:30 a.m.	Jefferson County Courthouse Rm 112
	Criminal Justice Collaborating Council (CJCC)	12:00 p.m.	Jefferson County Courthouse Rm 202
	Board of Health	1:00 p.m.	Health Department 1541 Annex Rd, Jefferson
	Traffic Safety Commission	1:00 p.m.	Highway Conference Room 1425 Wisconsin Dr, Jefferson
	Zoning Board of Adjustment Planning and Zoning Committee	6:00 p.m.	Whitewater University Technology Park 1221 Innovation Dr, Whitewater
January 28, 2016 Thursday	<del>Economic Development Consortium (Canceled)</del>	<del>8:30 a.m.</del>	<del>UW Extension 864 Collins Rd, Jefferson</del>
January 29, 2016 Friday	No Scheduled County Meetings		
January 30, 2016 Saturday	No Scheduled County Meetings		
January 31, 2016 Sunday	No Scheduled County Meetings		

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**DECISION MEETING**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**ROOM 203, COUNTY COURTHOUSE**  
**311 S. CENTER AVE., JEFFERSON, WI 53549**  
**8:30 A.M. ON MONDAY, JANUARY 25, 2016**

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval of the Agenda**
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
- 6. Approval of December 21, 2015, January 18 and January 21, 2016 Committee Minutes**
- 7. Communications**
- 8. December Monthly Financial Report for Land Information Office – Andy Erdman**
- 9. January Monthly Financial Report for Zoning – Rob Klotz**
- 10. Update on Discussion and Possible Modification of Permit CU1438-06 for WD Hoard & Sons/Hoard's Dairyman Farm to Reflect Changes Required to Maintain Compliance with the Siting Standards ATCP51 Regarding the Manure Storage Structural Repair Plan**
- 11. Consideration of Mini-Pigs as Household Pets**
- 12. Reconsideration and Possible Action on a Modification of Petition R1076A-89 for Steve Schluter in the Town of Cold Spring**
- 13. Reconsideration and Possible Action on Petitions Presented in Public Hearing on August 20, October 15, and December 17, 2015 and Subsequently Postponed:**  
**R3821A-15** for Roy Nosek to create a new building site on Cold Spring Rd in the Town of Koshkonong  
**R3834A-15** for Saddle Wish Farm LLC, Town of Concord, to create a 2-acre building site across from W131 Concord Center Drive  
**R3858A-15** for Wayne & Joanne Armstrong to add two acres to the A-3 zone at W829 US Hwy 12 in the Town of Oakland
- 14. Discussion and Possible Action on Petitions Presented in Public Hearing on January 21, 2016:**  
**R3862A-16 & CU1863-16** – Kevin Emrath/EMCO Investments to rezone to A-2 with conditional use for adaptive reuse of a barn at W3733 County Road B in the Town of Farmington  
**R3863A-16** – Paul & Mary Jaeger to create a 1.8036-acre lot around the pre-1975 home at N9585 Sun-Val Rd and a new 1-acre building site adjacent to it in the Town of Ixonia  
**R3864A-16** – James & Viola Behm to create a 4-acre lot around the pre-1975 home at N3197 County Road A in the Town of Oakland  
**CU1864-16**- Philip & Sandra Bittorf for storage of contractor's equipment and materials in an A-2 zone at N7103 Stoney Creek Rd in the Town of Lake Mills
- 15. Possible Future Agenda Items**

**16. Upcoming Meeting Dates**

February 15, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203  
February 18, 7:30 p.m. – Public Hearing in Courthouse Room 205  
February 22, 8:30 a.m. – Decision Meeting in Courthouse Room 203  
March 14, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203  
March 17, 7:30 p.m. – Public Hearing in Courthouse Room 205  
March 28, 8:30 a.m. – Decision Meeting in Courthouse Room 203

**17. Adjourn**

**If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).**

*A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

**Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.**

*A digital recording of the meeting will be available in the Zoning Department upon request.*

**Agenda**  
**Human Resources Committee**  
**Jefferson County Courthouse**  
**311 S Center Ave, Room 112**  
**Jefferson, WI 53549**  
**\*REVISED 01-25-2016**  
**Tuesday, January 26, 2016 @ 8:30 a.m.**

Committee Members: James Braughler, Chair; Jim Mode, Vice-Chair; Greg David, Secretary; Paul Babcock; and Michael Wineke

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen comments - Members of the Public who wish to address the Committee on specific agenda items must register their request at this time
6. Communications
7. Approval of December 15, 2015 minutes
8. Fourth quarter, 2015, Retirement Recognitions to be presented to County Board
9. Discussion and possible action to eliminate one vacant Full-time Mental Health Technician and create one Full-time Community Support Program Professional I/II at Human Services
10. Discussion and possible action to amend Personnel Ordinance HR0450, Leave of Absence without Pay, providing authority to grant leave of absences greater than four months
11. **\*Discussion and possible action to amend Ordinance 2013-26, establish a procedure to set elected official salaries**
12. Review Human Resources Department monthly Financial Report from November, 2015
13. Report from Human Resources Director
  - a. Human Resources December monthly Reports
  - b. Vacant Position requests
  - c. Emergency Help requests
  - d. Hiring above minimum/providing additional steps
  - e. Carryover summary for vacation, holiday, random hours
14. Set next meeting date and agenda
15. Adjournment

**Next scheduled meeting: Tuesday, February 16, 2016 @ 8:30am.**

***A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.***

***Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.***

**Nutrition Project Council Agenda**  
**Jefferson County**  
Workforce Development Center  
874 Collins Road, Room 103  
Jefferson, WI

Date: January 26, 2016

Time: 2:00 p.m.

**Committee Members:** Karen Anfang, Carol Ellingson, Janet Gerbig, Barb Natrop, Rita Kannenberg, Holly Ingersoll

1. Call to order
2. Roll call (establish of a quorum)
3. Certification of compliance with Opening Meetings Law
4. Approval of the agenda
5. Approval of Nutrition Project Council minutes: October 27, 2015
6. Communication
7. Public Comment (Members who wish to address the committee on specific agenda items must register their request at this time)
8. Discuss ADRC Services
9. Discuss Senior Dining Program Emergency Procedure Manual
10. Discuss Jefferson County Hazard Communication Policy
11. Roundtable discussion regarding current and future services provided by Senior Dining, included updates, issues and concerns regarding various meal sites
12. Adjourn

Next scheduled meetings: Tuesday, April 26, 2016

Tuesday, July 26, 2016

Tuesday, October 25, 2016

## **AGENDA**

### **Administration & Rules Committee**

**\*REVISED 01-22-2016**

**Jefferson County Courthouse  
311 S. Center Avenue  
Jefferson, WI 53549**

Wednesday, January 27, 2016, Room 112, 8:30 a.m.

#### **Committee Members**

James Braugher, Vice Chair; Jennifer Hanneman; Steve Nass, Secretary; Amy Rinard, Chair; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. \*Approval of the **November 25, 2015** Committee meeting minutes
7. Approval of the December 8, 2015 County Board meeting minutes
8. Communications
9. Discussion and possible action on a budget amendment authorizing use of restricted funds towards a new records management system for Register of Deeds
10. Discussion and possible action on amending the ordinance on the Jefferson County Criminal Justice Collaborating Council
11. Discussion and possible action on amendments to the Board Rules for 2016-2018
12. Discussion and possible action on the bid procedure for the Official Newspaper
13. Discussion and possible action on Resolution "In Support of the Wisconsin Department of Health Services Enhancing the Quality of the Medicaid Non-Emergency Medical transportation system"
14. Discussion and possible action on Resolution "Supporting Amendment to 2009 Wisconsin Act 50 and to Support 2015 Assembly Bill 515"
15. Discussion and possible action on resolutions, letters or reports from other governmental agencies
  - a. Racine County Resolution "Opposing any Legislation Expanding the Subpoena Process"
  - b. Shawano County Resolution "To Urge Amending the Law Concerning County Payment for Library Services"
  - c. Kewaunee County Resolution "In Support of a National Marine Sanctuary in Wisconsin's Mid-Lake Region and Inclusion of Kewaunee County's Coastal Areas"
16. Discussion and possible action on Task Force assignments
  - a. Discussion on County Board committees and work flow process
17. \*Review Financial Reports (**November**)
  - a. County Administrator
  - b. Clerk of Courts
  - c. Corporation Counsel
  - d. County Board
  - e. Register of Deeds
18. County Administrator's monthly report
19. Tentative Future Meeting and Agenda Items (February 24, 2016)  
All meetings in Room 112 at 8:30 a.m. unless noted
20. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

## AGENDA

### JEFFERSON COUNTY CRIMINAL JUSTICE COLLABORATING COUNCIL (CJCC)

Jefferson County Courthouse – **Room #202**

311 S. Center Avenue

Jefferson, WI 53549

**Wednesday, January 27, 2016 at 12:00 noon**

#### *Committee Members*

*Randy Koschnick*  
*Circuit Court Judge*

*Jim Schroeder*  
*County Board Chair*

*Susan Happ*  
*District Attorney*

*Paul Milbrath*  
*County Sheriff*

*Carla Robinson*  
*Clerk of Courts*

*John David*  
*Mayor – City of Watertown*

*Jeffrey De La Rosa*  
*Public Defender's Office*

*Martin Lastrilla*  
*Department of Corrections*

*Ben Wehmeier*  
*County Administrator*

*Kathi Cauley*  
*Human Services Director*

*J. Blair Ward*  
*Corporation Counsel*

*Lynn Forseth*  
*Literacy Council Executive Director*

*Denis Sorenson*  
*City of Waterloo Police Chief*

*Dr. Jeff Zaspel*  
*Superintendent Fort Atkinson Schools*

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from December 2, 2015 meeting.
5. Public comment.
6. Update on JCATC outcomes for 2014 and YTD 2015 to date (Sara Carpenter).
7. Update on SCRAM and Remote Breath (Sara Carpenter).
8. Update on data gathering on local criminal re-offenders, including criminogenic needs, possibly from jail and/or Probation & Parole
9. Coordination with Recidivism Council and other agencies.
  - Recidivism Coalition presentation – 20 minutes (Forseth).
10. Discussion on heroin/opiates.
11. Discussion and possible action on:
  - Discussion and Possible Action on JCATC Mission Statement
  - Discussion on Policy and Procedures Manual JCATC
  - Resignation of Jeff Zaspel
12. General discussion for long term objectives of the CJCC.
  - Out Brief from Treatment Courts Standards Training
  - Discussion and possible action on Treatment Courts Standard Training Action Plans
13. Agency updates.
14. Future meeting dates:

February 24, 2016	12:00 noon
March 23, 2016	12:00 noon
April 27, 2016	12:00 noon
15. Future agenda items.
16. Adjourn.

***Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.***



# Jefferson County Health Department

1541 Annex Road ♦ Jefferson, WI 53549 ♦ 920-674-7275 (Phone) ♦ 920-674-7477 (FAX)

[www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

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## Jefferson County Board of Health Agenda

Health Department Conference Room

1541 Annex Road, Jefferson, WI 53549

**Wednesday, January 27, 2016**

**1 p.m.**

### Board Members

Dick Schultz, Chair; Ed Morse, Vice-Chair; Marie Wiesmann, RN, BSN, Secretary; John McKenzie; Don Williams, MD

1. Call to order
2. Roll Call/Establishment of a Quorum
3. Certification of Compliance with the Open Meetings Law
4. Approval of the Agenda
5. Approval of Board of Health Minutes for September 30, 2015
6. Communications
7. **Public Comment** (Members of the Public who wish to address the Board on specific agenda items must register their request at this time)
8. **Review of Health Department Financial Report**
  - a. Review and Discussion of Income Statement
  - b. Wisconsin Medicaid Cost Report Review (WIMCR)
  - c. Discussion and Action on Proposed Vaccine and TB Skin Test Fees
9. **Operational Update of the Environmental Health Program**
10. **Discussion of Public Health Preparedness Program**
11. **Discussion of Public Health Program**
  - a. Review of Statistics
  - b. Review of Communicable Disease Cases Reported
  - c. Acknowledgement of Jefferson Community Foundation Grant Award
  - d. Acknowledgement of Human Papilloma Virus (HPV) Grant Award
  - e. Consolidated Contracts Grant Awards (Maternal and Child Health, WIC, Lead, Immunization, QI)
  - f. Quality Improvement (QI) Project – Well Child Clinic
  - g. Staffing Update
12. **Discussion of Monthly Health Department Report**
13. **Discussion of 2016 Meeting Dates (Election Year)**
14. **Adjourn**

**Next Scheduled Meetings: Wednesday, March 16, 2016**

*A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

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**Jefferson County Traffic Safety Commission**  
**Jefferson County Highway Department**  
**Committee Room**  
**1425 Wisconsin Drive**  
**Jefferson, WI 53549**  
**Meeting Agenda**  
**January 27, 2016**  
**1:00 P.M.**

**Committee Members:** Delzer – Chair, Jenswold, Mayer, Milbrath, Cooper, Kern, Kutz, Hinzmann, Foster, Neidner

1. Call meeting to Order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Approval of the October 21, 2015 meeting minutes
6. Communications
7. Public Comment
8. Old Business
  - a. Review and possible action on existing speeds and speed zones on CTH B corridor through Jefferson County
9. New Business
  - a. Review and possible action on the issue of highway safety and potential use of UTV/ATV on county highways
10. Traffic Accident Spot Map – Jefferson County Sheriff's Department
11. WisDOT – Southwest Region, Madison – Traffic Section
12. WisDOT-Bureau of Transportation Safety - Transportation Safety Report  
& Highway Safety Input
13. Wisconsin State Patrol - Report
14. Date of next meeting (1:00 pm April 20, 2016)
15. Adjourn

*The Committee may discuss and/or take action on any item specifically listed on the agenda.*

*Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.*

**AGENDA**  
**JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT**

Dale Weis, Chair; Don Carroll, Vice-Chair; Janet Sayre Hoeft, Secretary;  
Paul Hynek, First Alternate; Lloyd Zastrow, Second Alternate

**WEDNESDAY, JANUARY 27, 2016**  
**WHITEWATER UNIVERSITY TECHNOLOGY PARK**  
**1221 INNOVATION DRIVE**  
**WHITEWATER, WI 53190**  
**6:00 P.M. TO 8:30 P.M.**

*There will be a Workshop for Local Land Use Officials at the Whitewater University Technology Park on January 27, 2016. There will be a quorum of the Zoning Board of Adjustment in attendance. This is a training session only; no action will be taken; no decisions will be made.*

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

**WEDNESDAY, JANUARY 27, 2016**  
**WHITEWATER UNIVERSITY TECHNOLOGY PARK**  
**1221 INNOVATION DRIVE**  
**WHITEWATER, WI 53190**  
**6:00 P.M. TO 8:30 P.M.**

*There will be a Workshop for Local Land Use Officials at the Whitewater University Technology Park on January 27, 2016. There will be a quorum of the Planning and Zoning Committee in attendance. This is a training session only; no action will be taken; no decisions will be made.*



**CANCELED**

**January 28th, 2016, 8:30 a.m.**

864 Collins Road, Room 12, Jefferson, WI 53549

## **JCEDC BOARD AGENDA**

### **Board Members**

Chairman: John David – City of Watertown

Timothy Freitag – City of Jefferson, Linda Bagley-Korth – Cambridge, Steve Wilke – City of Lake Mills, Mark Johnsrud - Village of Johnson Creek, Mo Hansen – City of Waterloo, Pat Cannon – City of Whitewater, Matt Trebatoski – City of Fort Atkinson, Augie Tietz – County Supervisor, Jim Mode – County Supervisor, Glen Borland – County Supervisor

- I. Call to Order**
- II. Roll Call (Establish a quorum)**
- III. Certification of Compliance with Open Meeting Laws**
- IV. Approval of January, 2016 Agenda**
- V. Approval of Minutes – December, 2015 \*#**
- VI. Citizens' Comments. *Members of the Public who wish to address the JCEDC on specific agenda items must register their request at this time.***
- VII. JCEDC Reports**
  - A. Preliminary Finance Report – December, 2015 \*#**
- VIII. General Orders**
  - A. Director's Report #**
- IX. Special Orders**
- X. Citizens' Comments**
- XI. New Business**
  - A. Future Agenda Items**
  - B. Upcoming Meetings/Seminars**
- XII. Adjournment**

***\* Indicates a vote will be taken. # Indicates a document is enclosed.***

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